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4 **Economic Development Commission**
5 **Regular Meeting Minutes**
6 **December 3, 2012**
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9 **Members Present:** Richard Nunn, Vice-Chair
10 Gary Fappiano*
11 Mark Gingras
12 Rosemarie Preneta
13 Jim Wolfe
14
15 **Members Absent:** Joseph Mirra, Chairman
16 Tom Collette
17
18 **Others Present:** Don Roe, Ec. Dev. Coord.
19 Doreen DeSarro, Bus. Recruiter
20 Lynn Wolff, Secretary
21 John LeTourneau, Councilor
22 Luther Turmelle, NH Register
23

24 Vice-Chairman Dick Nunn called the meeting of the Economic Development Commission to order at
25 6:35 p.m.
26

27 **1. Approval of Regular Meeting Minutes, dated November 5, 2012 – Jim Wolfe made a**
28 **motion to approve the November 5, 2012 regular meeting minutes as drafted; Rosemarie**
29 **Preneta seconded the motion. By unanimous vote, the motion carried.**
30

31 **2. Review of Monthly Expenditure Report - 2012 – Don Roe said that the October report was**
32 **attached to the agenda; the November report was not yet available. Based on office estimates,**
33 **it is anticipated that by the end of December we should have expended about 50% of our**
34 **budget. We are on track.**
35

36 * Gary Fappiano arrived.
37

38 **3. Review and Possible Action on 2013 Meeting Schedules for the EDC and its Committees -**
39 **Jim Wolfe made a motion to accept the EDC meeting schedule for 2013 as drafted;**
40 **Rosemarie Preneta seconded the motion. By unanimous vote, the motion carried.**

41 **Mark Gingras made a motion to accept the Marketing Committee meeting schedule**
42 **for 2013 as drafted; Jim Wolfe seconded the motion. By unanimous vote, the motion**
43 **carried.**

44 **Jim Wolfe made a motion to accept the P&Z Liaison Committee meeting schedule for**
45 **2013 as drafted; Mark Gingras seconded the motion. By unanimous vote, the motion**
46 **carried.**

47 **Gary Fappiano made a motion to accept the Retention/Incentives Committee meeting**
48 **schedule for 2013 as drafted; Rosemarie Preneta seconded the motion. By unanimous**
49 **vote, the motion carried.**

50 Dick Nunn said that the Executive Committee meets on an as-needed basis and, therefore,
51 has no schedule.

52

53 **4. Staff Reports**

54 Doreen DeSarro distributed and reviewed the November marketing report (*copy attached*).
55 Some highlights include: the new billboard on I-91 North is up (members liked it); the Greater
56 New Haven Business Expo was successful and we got two leads from it; and December 7 is the
57 Holiday Stroll and she encouraged members to attend. Mark Gingras mentioned that West
58 Hartford is doing something similar; perhaps someone from WCI should attend their event and
59 see if West Hartford is doing something that might work for our event. Several EDC members
60 said they planned to participate in the Wallingford Holiday Stroll. John LeTourneau said the
61 committee for the stroll had more ideas for the event than they were able to use. The
62 committee tried to find the right mixture of events that will draw people to the downtown (like the
63 bonfire and ice sculpting) yet still encourage people to stroll and go into the stores.

64 Doreen DeSarro reminded everyone that the Mayor's State of the Town will be held on
65 Tuesday, January 22; as in previous years, the EDC will invite local businesses to attend (who
66 are new to Wallingford or have recently expanded) as its guest.

67

68 **5. Committee Reports**

69 • **Marketing** – Mark Gingras said the Committee met on November 14. They wanted to thank
70 Jim Wolfe for attending their meeting and for requesting and evaluating information from the
71 Secretary of State's business registry. Mark asked the EDC to review the draft 3-year
72 marketing matrix and to alert them to any problems/changes. Doreen DeSarro asked that
73 any suggested changes be given to her before December 12, the date of the Committee's
74 next meeting. Mark said that he and Commissioners Mirra and Wolfe also participated in
75 booth coverage for the Greater New Haven Business Expo.

76 Jim Wolfe said he had talked to Roger Dann about Wallingford's excess water supply.
77 Roger said that Wallingford has sufficient water but not as much excess as the Regional
78 Water Authority. Therefore, he did not think the EDC should create a marketing initiative
79 that focuses on attracting high water users.

- 80 • **P&Z Liaison** – Jim Wolfe said he and Don Roe attended a meeting regarding the railroad
81 station. Also, he plans to attend a Planning & Zoning Commission meeting later this month.

82 Don Roe said the State is planning a meeting concerning the proposed high speed
83 railroad.

84 Dick asked if any progress has been made in hiring a Town Planner? Jim Wolfe said
85 Kacie Costello has been doing a good job covering both positions: Assistant Town Planner
86 and Town Planner. Jim knows that Kacie has applied for the Town Planner position.

- 87 • **Retention/Incentives** – Gary Fappiano said the Committee will meet in December. The
88 Committee will meet with Jim Krupp to further discuss his offer of assistance to local
89 businesses.

- 90 • **Executive Committee** – Dick Nunn said the group has met with Ginny Kozlowski, REX, a
91 few times and felt she was very helpful. He asked about the status of our membership with
92 REX; Don Roe said we will pay the second half of our dues in January.

93 Mark Gingras asked if the duties of each committee have been written down; Don Roe
94 and Doreen DeSarro said something might have been prepared for either a Town Council
95 meeting or for the GovTV *Preview* tapings. Mark asked that each committee review their
96 description of duties. *Staff will forward what has been written so far to each committee.*

97

98 **6. Regional Matters**

- 99 • **Central CT Alliance for Economic Development** – Doreen DeSarro spoke to Peggy
100 Brennan about meeting with the five towns in this organization to discuss changes
101 suggested by the critique from Web Solutions.
- 102 • **Greater NH Chamber of Commerce** – The GNHCofC Expo was very successful. Notice
103 about an upcoming breakfast meeting was distributed to see if any members would like to
104 attend. None of the Commissioners present were able to attend.
- 105 • **New Haven Manufacturers Association** – Don Roe said NHMA has scheduled a meeting
106 for December 6 with two State Representatives who are part of the manufacturing caucus;
107 he plans to attend.
- 108 • **Quinnipiac Chamber of Commerce** – No report.

